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Circular No. 5
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CIRCULAR No. 5

THE PUBLIC SERVICE COMMISSION

OF THE

COMMONWEALTH OF PENNSYLVANIA

RULES AND REGULATIONS

GOVERNING

Form of Tariffs and Schedules

Issued by
Order of the Commission

Effective January 1st, 1914

Harrisburg, Pennsylvania

HARRISBURG, PA.:
WM. STANLEY RAY, STATE PRINTER
1913

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INDEPENDENCE

RULES AND REGULATIONS GOVERNING FORM OF TARIFFS AND SCHEDULES

FORM AND SIZE.

1. All tariffs and schedules must be printed on hard calendered paper of good quality from type of size not less than 6 point full face, in book, sheet or pamphlet form and of size 8 by 11 inches. Loose-leaf plan may be used so that changes can be made by reprinting and inserting a single leaf.

No alterations in writing or erasures must be made.

TITLE PAGE.

2. The title page shall show:

(a) Name of issuing Public Service Company and address.

(b) Number of tariff, starting with number one, and the prefix P. S. C. Pa. used. The number and prefix must be in bold type on upper right hand corner, and immediately thereunder, in smaller type, the number or numbers of tariffs cancelled thereby. Serial numbers of the Public Service Companies may, if desired, be entered below the upper marginal line of the title-page. Separate serial P. S. C. Pa. numbers will be used for the different classes of tariffs and schedules.

(c) The locality at which tariff or schedule applies. If between various points, the territory will be briefly stated.

(d) Reference by name and P. S. C. Pa. number to any other tariff or schedule which may apply in connection with the tariff or schedule.

(e) Date of issue and date effective.

(f) On every tariff or schedule that is issued on less than thirty days' notice with approval or by order of the Commission, notation that it is issued under Special Permission or Order of The Public Service Commission of the Commonwealth of Pennsylvania, No. ..... of (date).

(g) Name, title and address of officer by whom tariff or schedule is issued.

TARIFFS AND SCHEDULES SHALL CONTAIN.

3. Tariffs and schedules shall contain:

(a) Table of Contents: A full and complete statement in alphabetical order, of the exact location where information, by subjects,

will be found, specifying page and item numbers. This table of contents may be omitted where the volume of matter is so small that its title page or its interior arrangement plainly discloses its contents.

(b) If a joint tariff or schedule, the names of Public Service Companies participating, alphabetically arranged. But if the number of participating Companies is not more than ten their names may be shown on the title page of the tariff or schedule. The form and number of concurrence of participating companies must be shown.

(c) Explanation of reference marks and technical abbreviations used.

(d) An explanatory statement in clear and explicit terms regarding the rates, tolls, charges, etc. contained in the tariff or schedule as may be necessary to remove all doubt as to their proper application.

(e) Rules and regulations which govern the tariff or schedule, or in any manner affect the rates named therein.

(f) Rates, charges, tolls, etc. shall be stated in cents, or in dollars and cents, per unit.

(g) Alphabetically arranged and complete index of all commodities upon which commodity rates are named, also index of points from which and to which rates apply.

4. All tariffs or schedules must indicate increases thereby made in existing rates, charges, tolls, rules, regulations or classifications by the use of black faced type.

5. In case of railroad or other common carriers, telegraph and telephone corporations, such tariffs and schedules shall conform to those required by the Interstate Commerce Commission.

6. Tariffs or Schedules of all Common Carriers shall, as required by (Art. 2 Sec. 1-d) of The Public Service Company Law, show the method of distribution of trains, cars, vehicles, boats, motive power, or other facilities operated or owned by such common carrier, and all rules and regulations that in any manner affect such distribution.

7. In case of change of ownership or control of a Public Service Company, the company absorbed, taken over or purchased shall unite with other company in common supplements to existing tariffs or schedules, one withdrawing and the other accepting and establishing said existing and effective tariffs and schedules. The common supplements to be executed jointly by the officers of both old and new Public Service Companies and numbered as supplements (even if the tariff or schedule is of less than three pages). New tariffs or schedules shall be numbered in series as of the new Public Service Company. Similar notice must be made by a receiver or receivers.

AMENDMENTS AND SUPPLEMENTS.

8. A change in or addition to a tariff or schedule shall be known as an amendment, and shall be shown in a supplement to same and shall refer to the page or pages or item or items of the previous tariff or schedule or supplement thereof which it amends. A tariff or schedule of less than three pages may not be supplemented or amended but must be reissued, of three or more pages may be supplemented to the extent of not more than fifty per centum of the number of pages in the tariff or schedule.

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